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Association

Winter 2009

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Congratulations to our NEOPA Professionals of the Year!



*Dr. Pat Roschewski
Administrator of the Year*

*Carol Bom, CEOE
Office Professional of the Year*

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Association Web Sites

NEOPA
<http://neopa.unl.edu>

LPSAOP
<http://lpsaop.lps.org>

UNOPA
<http://unopa.unl.edu>

NAEOP
<http://naeop.org>

President's Message



Wow, I can't believe how the beginning of the school year has gone by so quickly. I hope it has been a good beginning for everyone! It won't be long before the holiday break.

I would like to thank OEOPA, co-chairs Kitty Slezak, Judy Cunningham and their committee members, for hosting the 2009 Fall Workshop. The workshop was held on Friday, October 2, at the Double Tree Suites Hotel in Omaha. The theme was "Bridging Opportunities for Educational Office Professionals." There were approximately 86 people in attendance.

The NEOPA board meeting was held Thursday afternoon. On Thursday evening, OEOPA hosted a special reception for all attendees, whether they were members, first-timers, retirees or guests. There were vendors available during the evening. There were small business owners selling their products and some members who were selling their homemade crafts. We also had door prizes and a 50/50 raffle. It was a wonderful, fun-filled evening!

We had two wonderful guest speakers at Friday's workshop. Sherry Sivey, Master Trainer, Nebraska Business Development Center, University of Nebraska at Omaha, presented "Leadership in the Office," and Bonnie Sibert, Director of Business Education and Career Field Specialist for Business, Marketing and Management, Nebraska Department of Education, presented "Trends in Business...What's Hot, What's Not."

We were served a wonderful meal in the Garden Atrium of the hotel. Immediately following lunch the special awards were presented. The Nebraska Educational Office Professional of the Year award was presented to Carol Bom, CEOE, Nebraska Department of Education Office Professionals Association (NDEOPA). The Nebraska Educational Administrator of the Year award was presented to Pat Roschewski. She works for the Nebraska Department of Education and is Carol Bom's administrator.

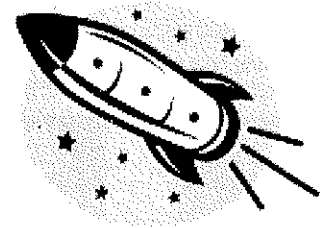
Our general meeting completed the day. I hope all attendees enjoyed the Fall Workshop, I know I did!

I realize we have had several fund-raisers this fall, not only for NEOPA, but also to help raise funds for the 2010 NAEOP Annual Conference being held in Kansas City, Missouri, July 5-9. Thank you to everyone for your purchases and/or time serving on committees.

UNOPA will be hosting the NEOPA Spring Conference as well as the Central Area Conference, April 23-24, 2010! The theme is "Piecing Together Your Professional Career," co-chaired by Mary Guest and Gretchen Walker, and is being held at the Holiday Inn Downtown, Lincoln. I look forward to seeing many of you there!

Carol Reed, CEOE

**Above & Beyond:
You Make A
Difference!**



*"Piecing Together
Your Professional
Career"*

*Central Area
Professional
Development Day
&
NEOPA Spring
Conference*

April 23-24, 2010

2009-10 Calendar of Events

Local Association Presidents

LPSAOP

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Susan Bell sbell@lps.org

NDEOPA

Nebraska Department of Education
Alice Fournell alice.fournell@nebraska.gov

OEOPA

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Noretta Howard nlretta@aol.com

SEOPA

Sandhills
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UNOPA

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WEOPA

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Joyce Trevett jotrevet1@wsc.edu

NEOPA Past Presidents

Deb Ryan dryan@lps.org

Frolikers

UNOPA Past Presidents
Jan Harris jharris7@unl.edu

January 15, 2010	Deadline for Student Scholarships
January 15, 2010	Deadline for PSP Applications
February 15, 2010	Deadline for <i>the NEON</i> articles
March 1, 2010	Deadline for Past Presidents Eva Sheaff Memorial Scholarship
March 15, 2010	Deadline for National Competitions - publications and Web sites
April 23-24, 2010	Central Area Professional Development Day/ NEOPA Spring Conference, Lincoln, NE
May 1, 2010	Deadline for NEOPA Educational Professional of the Year Award nominations
May 1, 2010	Deadline for Board of Directors Annual Reports to the President
May 15, 2010	Deadline for PSP Applications
July 5-9, 2010	NAEOP Annual Conference, Kansas City, MO

*To view the NEON in full color, visit NEOPA's Web
site at <http://neopa.unl.edu>*

Winter Time Walking

Winter brings with it wet and icy conditions. We remember wintertime driving precautions, but sometimes forget to consider hazards associated with wintertime walking. Ice and snow on sidewalks, parking lots and driveways present a hazard for slips, trips, and falls, and the potential for serious injury. The #1 Rule: **PAY ATTENTION**. Be alert to the potential for slippery conditions in areas you may walk, no matter how short the distance. Allow plenty of extra time for walking, just as you allow extra time for driving.

Here are some questions you should be able to answer "Yes" to in order to minimize the potential for slips and falls:

- Is your footwear appropriate for wet and/or icy conditions (avoid plastic or leather soled shoes and high heels)?
- Do you swing both legs around and support yourself with your arms when getting out of your vehicle?
- Do you walk on well-maintained, well-lighted sidewalks/areas?
- Do you use handrails where provided and try to avoid inclines?
- Do you keep your eyes on where you are going?
- Do you walk slowly, taking small steps, keeping your hands free for balance?
- Do you use floor mats when entering a building to minimize residual moisture?
- Do you walk carefully inside until you are sure any dampness remaining on your footwear will not lead to a slippery indoor surface?

Despite your best efforts, if you know you are going to slip:

- Roll with the fall (ground contact with hip, thigh, shoulder) and relax as much as you can as you fall. Avoid using your arms to try to break the fall.
- Drop anything you are holding and protect yourself instead of items you might be carrying.

Resources:

Canada Safety Council: <http://www.safety-council.org/info/seniors/winter.html>

OSHA: <http://www.osha.gov/SLTC/emergencypreparedness/guides/winterstorms.html>

Wayne State University: <http://www.oehs.wayne.edu/wintership.htm>

What have YOU Done? What are YOU Proud of?

We would love to give our members recognition for a special talent or hobby or activity that has given them joy and that they are proud of. We want to see YOU in the next "Proud Moments/Spotlight on YOU" feature, so please contact Barbara Homer, bhomer@unomaha.edu, with YOUR news! Thanks!!

See the first two installments of this new feature on pages 10 and 14.



Working Together, Learning Together, and Growing Professionally

"We're all in this together." True words for all of us working as a team. Whatever our role, none of us can do our work without the other. We are all dependent upon the professionalism of each other so that ideally when one of us learns and grows the whole team benefits. That is true, of course, only IF we apply that new learning toward our collective professionalism. It is important for supervisors to value professional development for themselves and for their employees. But, in this day of limited budgets and very hectic schedules, you might be wondering how to most appropriately approach your supervisor with a request for monetary support or professional development. You might consider the following tips:

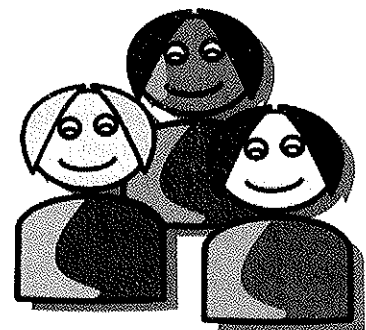
- First of all – do your homework. Know exactly what you need or the professional development you want, i.e. identify the workshop, the location, know how you will get there, how much it will cost, and the sessions within the workshop you will attend.
- Identify for your supervisor how it will help the team. Show its relevance to you and the team's work.
- Identify how this professional development or item that you need will further the team goals. It would be best if you can tie your request to a specific goal or goals.
- If there are others who want to participate, attend, or purchase an item, identify who they are and how others involved might share costs.
- Explain how this is cost effective: for example, if we do this/buy this/or attend this/you will be able to (eliminate something, increase something, etc.)
- Put it in writing:
 - Your request
 - Relevance to helping the team
 - Tied to the team's goals
 - Others involved
 - Cost Benefit

Have all this prepared, before asking your supervisor if you might meet with him or her. Chances are, with all the professionalism you will have exhibited through these tips, you'll be successful, but if not, at least you were professional!!

Keep working, learning, and growing!

Dr. Pat Roschewski, Ph.D.

Director of Statewide Assessment, Nebraska Department of Education
NEOPA's 2009 Administrator of the Year



Mission Statement

The mission of the Nebraska Statewide Assessment is to provide all Nebraska students with a fair and accurate assessment of their knowledge and skills in order to ensure that all students are prepared for the future. The assessment is designed to measure student achievement in reading, mathematics, and science. The results of the assessment are used to inform instruction and to provide feedback to students and their families. The assessment is a key component of the Nebraska Department of Education's commitment to ensuring that all students have the opportunity to succeed.

Meet Your Board of Directors

Diane Wasser, CEOE – President-elect/
Membership Director
UNOPA



I have been with the University of Nebraska-Lincoln for 25 years and with the Agricultural Economic Department since 1986. I am currently the Administrative Support Associate

and CASNR Great Plains IDEA Coordinator.

I have a legal secretarial degree and am working towards my bachelors in agribusiness. I have been a 3-D member (UNOPA, NEOPA, NAEOP) for 12 years. I received my PSP and CEOE in January 2000. I have enjoyed serving on the NEOPA executive board as recording secretary, Technology Director, Bylaws Director, and NEON editor. I have served on numerous committees as director or member for UNOPA and served as a committee member on several NAEOP committees. Helping develop the NEOPA Website was a great experience. I have also been UNOPA's Website editor. I enjoy being involved and look forward to continuing that involvement and serving as your NEOPA president in 2010-2011.

My husband Mike and I have been married for 31 years. We live on a small acreage southwest of Lincoln. We have three children, three dogs, a cat, five ducks, and two turtles. My hobbies include tatting, crocheting, sewing, cooking, and gardening. I also enjoy watching my youngest son participate in cross country and wrestling at Southwest High School.

Sue Gilleland – Recording Secretary
NDEOPA



I have been a member of NEOPA for eight years. I have served on the board twice; the first being as co-chair of the Ways and Means Committee; and this year as recording

secretary. I was also on the decorating committee for the spring conference. I have

been to three NAEOP conferences, and it has been a great experience.

While at the University, I became aware of this organization. I was president-elect with UNOPA until budget cuts affected my job. Leaving UNOPA and NEOPA was hard because I missed the friends I had made.

I have been employed with the State Department of Education six years; two years ago, we started the Nebraska Department of Education Office Professionals Association (NDEOPA). I was privileged to be a part of the planning committee and worked on the bylaws. The first year I was elected secretary; this year I serve as the vice president.

My baby is a 6 year-old, spoiled Shih Tzu. I enjoy reading, gardening, making cards, baking and needlework.

Kathy Bennetch, CEOE – Bylaws Director
UNOPA



January will mark my 30th year at the University of Nebraska-Lincoln. The last five years I have worked on East Campus at Agricultural Leadership, Education and

Communication as their receptionist.

Over the years I have served on several committees for UNOPA, NEOPA and NAEOP and it has been most rewarding. I've learned about each organization by being involved and, along the way, made several close friendships.

I've taken advantage of the tuition remission program at UNL and have been taking classes on occasion which allowed me to also work on my PSP requirements. In 1994 I received my CEOE. I encourage you to investigate this excellent program.

My husband, Harold, is a machinist for the railroad. I have two children and six grandchildren. Between my families here in Lincoln and my mother in Kansas, I'm usually in the car "going to or coming from." I'm a member of the Lincoln Quilters Guild and, when I can, I like to hand quilt. Of course, I have many UFO's (unfinished objects) to work on when I find a few moments of quiet.

Peg Aldridge, CEOE – Finance Director
LPSAOP



I have been a member of NAEOP, NEOPA and LPSAOP since 1999. I began working for Lincoln Public Schools at Lincoln High and spent four years there as their

bookkeeper. I am currently the bookkeeper at Southwest High School. I have served as NEOPA Ways and Means Director, treasurer, vice president, Archives Director, Finance and Records Director, and as a member of the Scholarship Committee. I have served as both a Spring Conference chair and co-chair.

My husband Gary and I have four sons, two hand-picked daughters, five grandsons and one granddaughter. They all live in Lincoln and keep us the very best kind of busy. My hobbies include sewing, puzzles, movies, both old and new, and cross stitch. My movie collection includes all of the Oscar winning Best Picture movies. I love to cook and read. I also enjoy archive work and digging into the history of things.

Gretchen Walker, CEOE – Nominating
Director
UNOPA



I have been employed at the University of Nebraska-Lincoln for approximately 24 years; the first 10 years as staff secretary in the chemistry department. Since

then I have been at my present position as administrative technician in the Center for Great Plains Studies. My job involves many components, from balancing budgets, paying bills, getting people paid, and facility management. The best part of my job and working at the Center is the staff. They are wonderful and we work well as a team.

From 1994-2000, I was an active member of the Rokeby School Board and served as District Treasurer for two terms. I am now an active member of the College of Arts

Meet Your Board of Directors

and Sciences Business Support group, a member of the Crete High School band parents association, and a Crete High School booster club member. I am currently a member of UNOPA, NEOPA and NAEOP.

I have been a member of UNOPA for seven years and am currently serving on UNOPA's Board of Directors as the Awards Director. I have served on UNOPA's Executive Board as treasurer, president-elect, president and as immediate past president. I have also served as co-director of Employee Concerns, and directed the Program and Bradley Munn Professional Growth Committees. I have been a member of the Ways and Means Committee and the Bylaws Committee. I received my PSP and CEOE in May of 2005.

I have been a member of NEOPA since 2004 and have enjoyed my involvement on numerous committees: Bylaws, Nominations, Scholarship, Ways and Means, and the 2009 Spring Conference planning committee. I am currently serving as the Nominating Director and the co-chair for the NEOPA spring 2010/ Central Area Professional Development Day in April 2010.

I have been a member of NAEOP since 2004 and attended my first national conference in Seattle, Washington in July 2007. This was a very rewarding experience and I enjoy attending the many educational institute and briefing sessions. I also enjoy seeing the many office professionals from across the country and have developed some wonderful friendships. Mary Guest and I are the Nebraska co-chairs for the upcoming NAEOP conference in Kansas City, Missouri in July 2010.

I live on a farm west of Crete, Nebraska with my husband of 24 years. We have three wonderful boys. My eldest, Jake, is a senior at UNL and got married this past October. Josh, my middle son, is a freshman at Iowa Western Community College, studying building technology. My youngest, Jordan, is an eighth grader at Crete Middle School and president of the student council. My children are my hobby, as we enjoy attending their school and sporting events. One night a week I enjoy bowling on a UNL faculty/staff bowling league. If I had any free time I would enjoy finishing my numerous cross stitch projects that now live in the closet.

My time serving in these organizations has been very rewarding and I have enjoyed

it immensely. I encourage everyone to go outside their comfort levels and get further involved in these worthwhile organizations. I will be calling you to put your name on the election ballot!!

Debbie Hendricks, CEOE - PSP Director
UNOPA



I am pleased to serve as NEOPA's Professional Standards Committee Director for 2009-2010!

I am excited about the Professional Standards Program as I believe it offers

an opportunity for professional development, fellowship and recognition. I love helping individuals complete the necessary paperwork and seeing them qualify for PSP recognition.

I have been employed at the University of Nebraska-Lincoln for over 30 years—all in the Division of Student Affairs, and the last 23 in the Vice Chancellor's Office for Student Affairs. My primary responsibility is Executive Secretary to the Vice Chancellor, and all the responsibilities that go with that.

I have been a member of UNOPA for most of my years at UNL and an active member of NEOPA and NAEOP since 1989. I have served on many committees, both elected and appointed for UNOPA and NEOPA,

and have served on a variety of NAEOP appointed committees. Since attending my first NAEOP Annual Conference in 1990, I have been "hooked" on being involved in my professional associations at all levels. As a University employee, I took advantage of the tuition remission program and enrolled in college classes while employed full-time. Although it took me years of persistence and hard work (I was never a "traditional" student), I am very proud of the bachelor of science degree that I hold from UNL.

Steven and I have been married for over 35 years and we have one daughter who is married and lives in Lincoln. She has two children, Hunter just started kindergarten and Hannah just started pre-school. As you might imagine, they are the light of our lives. I usually carry pictures, should you want to see what beautiful grandchildren we have! We live in northeast Lincoln, and Steven is a union plumber in Omaha. We have a small cattle herd which we keep about 55 miles west of Lincoln. We log many, many road miles.

I love being involved in a variety of activities. I'm a member of a small investment club, where I've learned a ton of information, and I'm on the Board of Directors for the University of Nebraska Federal Credit Union. I am also a member of the University Sertoma Club, a community service organization, and I have served on many Sertoma committees. I don't have many free hours, but I do enjoy living life to its fullest!

Let's Get Personal!

As you may know, Nebraska is in charge of the PSP banquet on Wednesday evening during the July 2010 conference in Kansas City. We wish to make the evening a memorable one for each PSP recipient as well as each participant at the banquet.



Remember how you felt when you received a hand-written note, or a hand-made card? We are going to keep that good feeling going at the PSP banquet by giving each person three hand-made cards at their place setting.

We have a plan mapped out, and need some willing scrap-bookers or card-makers. Please share your talents with NEOPA and have fun in the process! You will also earn a PSP point for helping on the committee. It sounds like a win-win situation to me!

Please contact me, Carol Bom, at carol.bom@nebraska.gov and let me know if you are willing to serve on this committee—let me know **by January 30** if you can help add this personal touch for our members at the PSP banquet. Please let me know if you have any questions. Thanks!

Carol Bom, CEOE

UNOPA Awards Floyd S. Oldt Boss of the Year

UNOPA held its 29th Annual Bosses Luncheon on November 10, 2009. Congratulations to Karen Bell-Dancy, Director, Undergraduate and Graduate Distance Programs, Extended Education and Outreach, as the recipient of the Floyd S. Oldt Boss of the Year Award.

Bell-Dancy came to the University of Nebraska-Lincoln in 2006 and has been with EE&O since July 2007. Along with her duties at UNL she is very active in her church and leads a youth group program designed to help the youth realize their gifts and instill confidence in them.

Bell-Dancy's nominator, Debbi Wicks, praised Karen for her determination and motivation in taking on an additional department of six employees and finding a way to combine them into a cohesive unit. Karen was able to accomplish this through leadership and discovering the talent of each individual and placing them in a position to best utilize their skills. She has an open door policy that is truly "open door." Other letters of support express her dedication to the university, the community, and the higher education field.



Boss of the Year nominees: Steven Taege, Bill Watts, Karen Bell-Dancy, and James Stubbendieck.

Congratulations also to the other nominees: David W. Conrad, Associate Vice Chancellor for Technology Development, Office of Technology Development; Julie Johnson, chairperson, Child, Youth and Family Studies; Alan R. Moeller, Assistant Vice Chancellor for Finance and Personnel, Institute for Agriculture and Natural Resources; James Stubbendieck, director, Center for Great Plains Studies; Steven Taege, Business Center Manager, University Services Business Center; and William (Bill) Watts, assistant dean, College of Arts and Sciences Advising Center.

Gretchen Walker, CEO
UNOPA Awards Director

Floyd S. Oldt Outstanding Staff and Silver Pen Awards

The Floyd S. Oldt Outstanding Staff Award recognizes an outstanding University of Nebraska office/service employee who demonstrates distinguished service and contributions to the University community. This award is made possible by an endowment left to the University Foundation by Floyd S. Oldt in 1991. Any University employee may nominate another UNL employee. Recipients receive a personalized plaque, a year's membership to UNOPA, and a cash award of \$1,000.

Three University of Nebraska employees received awards for outstanding service to the University at the UNOPA Awards Luncheon on November 10, 2009. The Floyd S. Oldt Outstanding Staff Award was presented to Billie Lefholtz, and the Floyd S. Oldt Silver Pen Award was presented to Michelle (Shelly) Green and Sherryl Wallman.

Billie Lefholtz, office manager, College of Agricultural Sciences and Natural Resources, was nominated by Carol Wusk and Karen Jackson. The nominators describe Lefholtz as someone who has a unique ability to anticipate upcoming events, to determine goals and objectives, and to plan for the implementation of desired outcomes. Billie is a good judge of people and their skills and is generous with their spirit, time, and efforts. She continually places the utmost importance on the University's image and service to students and

has been an extremely valuable ambassador for the University in a variety of roles; each role characterized by a smile. A support letter states, "This individual is a valued colleague and a privilege to call 'friend.' Highly regarded in all circles, the candidate is a wonderful listener and possesses a warm sense of humor, helping every individual to feel unique and valued."

Other nominees for the Floyd S. Oldt Outstanding Staff Award were Debra Adams, customer service associate, Extended Education and Outreach; Mary Elizabeth (Beth) Krohn, office manager, Student Involvement; and Barbara Trail, administrative technician, Department of Anthropology.

The Floyd S. Oldt Silver Pen Award honors two office/service employees who have demonstrated superior performance while employed at UNL and who have made significant contributions to the University community. The award was established in UNOPA's Silver Anniversary year and, as a pen is common to UNL personnel, it was named the Silver Pen Award. It is funded by an endowment to the University from Floyd S. Oldt. Each recipient receives \$600, an engraved A.T. Cross Silver Pen, a framed certificate, and a one-year UNOPA membership.

Michelle (Shelly) Green, office assistant, Institutional Research and Planning was nominated by William Nunez. Letters of support mention her gracious manner, sense of personal responsibility, core values, and loyalty to the University. Nunez states, "This nominee approaches each task with precision, thoroughness, efficiency, and a positive, friendly attitude that lifts all who come into contact." She "continues to be engaged in technology and to advance skills and apply them to office duties. This is very valuable to the office and adds tremendously to our overall productivity."

Sherryl Wallman, administrative technician, Academic Affairs-Summer Sessions, was nominated by Paul Savory. "The nominee possesses outstanding skills (continued on page 11)



Outstanding Staff Award nominees: Barbara Trail, Beth Krohn, Billie Lefholtz, and Debra Adams



Silver Pen nominees: Lee Manns, Kimberly Pappas, Sherryl Wallman and Shelly Green. Not pictured: Karen Jackson.



We Remember.....

Becky Hastings

Both UNOPA and NEOPA experienced a great loss recently upon the death of one of their shining stars. Becky Hastings, former UNOPA president and current past president of NEOPA, passed away unexpectedly on January 17, 2010, due to complications following minor surgery.

Becky will be remembered for her great smile and laugh, her true concern for people, and her love for cheering on the Huskers, riding motorcycles with her husband, and spending time with her dogs, Mattie and Elly. She was a member of Holy Trinity Catholic Church in Brainard where she served as president of PCCW and was a proud member of the Nebraska Air National Guard.

She will be sorely missed by her large extended family, which includes her husband Gary, stepchildren Jamie, Kimberly, Garry, and Barry, and their spouses and children, along with her coworkers at the University of Nebraska-Lincoln, and the many, many friends she made through the office professionals networks.

She has left a void in our lives, but will continue to live on in our hearts.

Our thoughts and prayers go out to her family and friends at this time of great loss.



Omaha Educational Office Professionals Association (OEOPA)

OEOPA spent a busy summer with a recruitment project. All senior high schools were visited and given information about the organizations for office professionals, the PSP and other benefits, and posters inviting one to become involved. All elementary and middle school office employees were sent posters and letters of invitation to join with their colleagues in their professional organizations. Office personnel in the teachers' administrative center (TAC) were handed invitations to attend the meetings and keep informed through our monthly newsletters. Posters were also displayed in most departments, as well as on the main elevators. Letters of "welcome" and invitation are also mailed to all newly employed office personnel. Everyone was presented with the opportunity to receive a one-on-one personal discussion of the PSP certification.

As the fiscal year began in August, OEOPA welcomed the returning members, retirees, and a few newcomers at a potluck meeting where ideas for the new school year were proposed. Of course, plans got underway quickly for hosting the fall NEOPA workshop held the first of October. The leadership of our own, Kitten Slezak, in conjunction with the NEOPA board planning committee turned out a very successful and interesting workshop that was held in Omaha's Doubletree Suites.

The OPS 150th Anniversary Exhibit at the Durham Museum brought us there for a tour as part of our October meeting. We are looking forward to our November meeting when we finalize our donations of food and gifts for a needy family to have a little Christmas holiday cheer. Also, a survey of interest in our organization is being conducted at present.

To end this year, our annual holiday dinner gathering for OEOPA will be held in December at a clubhouse along with a catered meal and other surprises. Hence forward, we will welcome the New Year, 2010, as we continue to work according to our theme, "Meeting Challenges Together."

Noretta Howard, CEOE
OEOPA President

Sandhills Educational Office Professionals Association (SEOPA)

The Sandhills Educational Office Professionals Association meet on the third Thursday of each month, where on average, approximately 15 members attend.

For the installation of officers for the 2009-10 membership year, we met for supper at a nice restaurant where the new officers were presented flowers as they were installed.

We held our first meeting of the year on September 15, 2009, gathering at the Feather River Vineyards in North Platte, Nebraska, for appetizers, wine tasting, and a tour of the establishment. It was a beautiful night to be outside and, of course, we bought a bottle of wine from the very first grapes planted in the vineyard. The tasty wine variety was called the Noble Experiment.



Our second SEOPA meeting was held at my home on October 20, 2009. The group met to brainstorm membership ideas. We have a lot of small towns around the North Platte area and we wanted to try and get some of those secretaries to join, as well as the local secretaries. It was a very productive meeting with lots of great ideas.

Vicki Brown, SEOPA President

Proud Moments/Spotlight on YOU

Ed. Note: In the last issue, we asked you: What have YOU Done? What are YOU Proud of? Here is our first installment of this new NEON personal interest article. See the second installment on page 14.

Lynn DeShon, CEOE, UNOPA, NEOPA, and NAEOP member, is an extremely talented quilter who we are very proud of. Here is her personal "proud moment" participating in the Marie Osmond Quilting Contest.

It all started from receiving an email: "Janome . . . light weight, close-out prices; great machine for taking to classes." I'm getting older and my Bernina is getting heavier and heavier all the time. I called the 800 number not knowing where it would take me . . . Texas . . . they can't mail it because this is an in-store special only. The person at the other end of the phone asked me if I had a friend in the area that could stop by and pick it up for me. Not!

I got the Janome bug and went on the internet to find a location of a Janome dealer near me. On the Janome Website, I was intrigued about the Marie Osmond quilting contest and a chance to win a new top-of-the-line sewing machine. The first, second and third place winners would be chosen from the ten finalists. If you were selected as one of the ten finalists, by Marie Osmond herself, you would receive prizes valued at \$400. This sounded pretty good to me and worth the try. I had three weeks until the deadline. Yes, I can do it!! All I had to do was to locate some Marie Osmond fabric. I thought finding the fabric would be easy. Not! I called every fabric store within a 60 mile radius and found one store out of 30 that had a few pieces of Marie Osmond's fabric. Thank goodness, it was right here in south Lincoln.

The rules of the contest were that the front of the wall hanging had to be from one hundred percent Marie Osmond's fabric line. The store, unfortunately, only had four pieces and one was a print (instead of a fabric that reads as a solid color); really not much to work with. After looking at the print fabric, my creative juices started to flow. I ironed fusible web on the back of the print fabric and started cutting out tiny pieces. I arranged the pieces to make a "Marie's" floral bouquet (see photo). My husband thought I had lost my mind and he would look at me and just shake his head. Curiosity got the best of him and he asked, "Why are you cutting up that fabric in such tiny pieces?" I told him that I was making a floral arrangement. He said I must have a lot of patience as he couldn't believe I could make something from all that mess! He was very impressed with my finished project. I don't know why, after all these years, he doubts me. It was intense, but I made the deadline.



The intricate detail of each individual petal is amazing! See it in full color on the NEOPA Website under Winter NEON 2009.

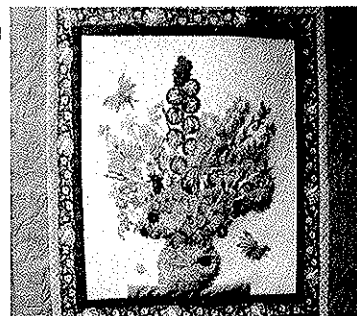
I was deeply honored to have Marie, herself, select my quilt as one of the ten finalists! This, of course, meant that I would NOT get my wall hanging back. It would be auctioned off with all the proceeds going to the Children's Miracle Network. How many of the wall hangings were entered? Only Marie knows!! For being one of the ten finalists, I received approximately \$400 in prizes. All ten finalists received: Marie Osmond sterling silver charm bracelet; one year subscription to the Quilters magazine; Marie Osmond cookbook; \$100 Quilting Treasures (fabric) price package; \$100 Janome prize package; \$100 Advantus prize package; and a personalized autographed photo of Marie Osmond. The first (\$9,000 in prizes), second (\$2,000 in prizes), and third (\$1,200 in prizes) place winners were selected by on-line voting. My only regret is that I didn't get to bid on my quilt, and I have no idea of how much it went for. It was very difficult to contact anyone to find out any information. Would I do it again? Absolutely!!

Lynn DeShon, CEOE

Congratulations, Lynn, for being a finalist in the Marie Osmond Quilting Contest. Your quilted wall hanging is just beautiful! We wish you the best on your future quilting endeavors.

Note: Lynn has won many ribbons at the Lancaster County and the Nebraska State Fair, as well as third place in the national Hancock's Lewis and Clark block of the month contest. Lynn's current project is to make 15-25 quilts to give to critically ill children who will be spending Christmas Day in the hospital. Her blue heeler dog, RayneeBo, plans to accompany her when she hands out the quilts. The label on each quilt will read: "The Greatest Gift of All, Is Love." Lynn's next contest is a "thread only" design on black fabric. She will use her longarm quilting machine and a certain brand of thread to quilt the design onto the fabric—no paint, piecing, appliqué or any other embellishments are allowed. Lynn already has an idea....she just has to put her idea on fabric.

Lynn has worked for the University of Nebraska-Lincoln 32 years and is presently staff secretary in the Department of Environmental Health and Safety. She has been a member of UNOPA for approximately 30 years and NEOPA and NAEOP for seven years. Lynn received her CEOE distinction in 2002, and has served on the NEOPA board as Assistant Auditor, 2002-2003 and Audit Director, 2003-2004 and 2004-2005.



The award-winning finished product.



Lynn working on one of the quilts she plans to give away at the hospital on Christmas day.

Ed. Note: Lisa submitted this article as her bio, but it had so much more to say, I thought it deserved to stand alone.

My Bio of Opportunities

Being involved with the Educational Office Professionals on the local, state and national levels has given me endless **opportunities** to grow. My first **opportunity** was a result of being hired as a secretary in 1992 by the Purchasing department of Lincoln Public Schools system. I had been a member of LPSAOP for about a year when I had the **opportunity** to take a computer class with the Rousseau Elementary executive secretary. Knowing I was a relatively new member of LPSAOP she encouraged me to really get involved with the association. She said I would never regret it because of the **opportunities** it would offer me. I took her advice and became involved on the local level where I had the **opportunity** to serve on many committees as well as having the honor and privilege of serving as president-elect, president, and past president.

During that time, I became acquainted with a secretary from Lincoln High who encouraged me to join NEOPA and "get involved." She also guaranteed that I would never regret this decision because of the **opportunities** it would offer me. (Second verse, same as the first!?) I took her advice and served as Scholarship Director and Awards Director as well as having the honor of being selected as the NEOPA Educational Office Professional of the Year and the privilege of serving as president-elect, president, and past president.

What other **opportunities** did I find by following the advice of these two secretaries? I had the **opportunity** to sharpen my skills as a secretary: improving my grammar (on most days), my proofreading skills (on all days except vacancy bulletin day), my computer skills, and organizational skills. I was also encouraged to attend local and state meetings. Through my involvement at the local and state level, I learned about the Professional Standards Program (PSP) and attained my PSP certification in 1999 followed by recertification in 2007.

I joined our national association, NAEOP, in 1996 and attended my first national conference in Chicago in 1997. Since then, I have



had the **opportunity** to visit Minnesota, Kansas, Utah, Kentucky, South Carolina, Idaho, Massachusetts, Arizona, Texas, Colorado, and Minnesota. I have recently been given another **opportunity** to step outside my box as the co-chair for the Institute and Briefings at the 2010 NAEOP Conference in Kansas City.

Other **opportunities**? Through workshops, briefings and classes at state and national conferences, I was given the **opportunity** to improve my networking skills. That gave me the confidence to reach for new challenges in my career. After six years with the Purchasing Department, I was hired into my current position as office manager for the LPS Human Resources department in 1998.

All of this led me to numerous **opportunities** to develop my leadership skills. Starting at the local and state level as a committee member, I gained the confidence to serve as a committee director and to run for offices. At the national level I was elected to committees and was appointed to the NAEOP Board as the Administrative Council Chair for two years.

However, I believe the best **opportunity** I have had was the **opportunity** to meet people and make new friends. Because of my involvement at all three levels of these associations, I have friends from Nebraska to New Mexico—from New York to California and even Alaska! Some are casual friends, work friends, e-mail friends, and conference friends. And some have become very special life-long friends!

Being a part of these three associations has opened doors for me that I never imagined. It can do the same for you! I would like to offer you the same advice I received in 1993: "**Get involved and grasp the opportunities that greet you!**" Thank you LPSAOP, NEOPA, and NAEOP for giving me the **opportunities** of a lifetime!

For those of you who would rather have had a regular bio here is a brief synopsis of myself. I was born February 6, 1959 as Elizabeth Joan Farris in Ravenna, NE. I received my bachelors degree in elementary education from Nebraska Wesleyan in 1981. I have been married to Kevin for 28 years and our son, Brian, is a sophomore at Pius X High School.

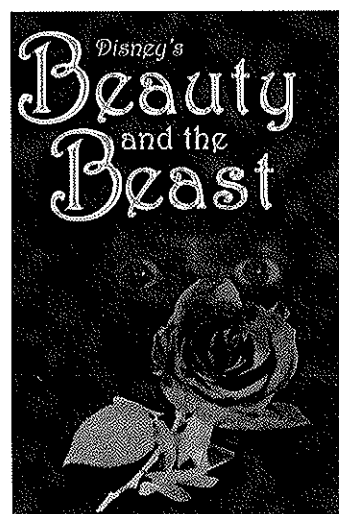
*Lisa Morehouse, CEO
NEOPA Presidential Advisor*

(Floyd S. Oldt Awards continued from page 8)

in interacting with people from all levels of our University. Overall, the nominee brings a 'can do' attitude to work and is a strong contributor in her position, in serving our office, and in serving the University," says Savory. Letters of support praise Wallman for her team approach, customer service, strong work ethic and integrity. They also praise her for her trustworthiness as one supporter states, "Some of us are lucky enough to work with people who, when they say the sky is blue, you can rely 100% on their observations."

Other nominees for the Floyd S. Oldt Silver Pen were Karen Jackson, transfer credit specialist, College of Agricultural Science and Natural Resources; Lee Manns, office supervisor, Extended Education and Outreach; and Kimberly Pappas, office assistant, Naval ROTC.

Congratulations to all recipients!



Community Players Theatre
Beatrice, Nebraska

February 12-14/
19-21/26-28, 2010

Friday & Saturday shows
at 7:30 p.m.

Sunday matinees at 2:00 p.m.

Tickets: \$18 adults
\$8 students

Call for reservations:
402-228-1801

*See Judy Anderson
as Mrs. Potts*

Nominating Committee Report

Belong. Contribute. Excel.

During our NEOPA year, it is now also time to think about running for an elected office. This year, we are looking for members to run for president-elect, vice president, and recording secretary. The president-elect position requires that you have served one year on the NEOPA Board of Directors previously. Diane Wasser will be president in 2010-11 and Rhonda Meyer will continue as treasurer for 2010-11.

What is in it for you, the member? Why should you devote perhaps hours of your time to serve as an elected officer in our association?

The benefits to you as an individual are many. If developing personally and professionally is your goal, there is no better way to begin this growth than by serving as an elected officer.

- You are placed in a situation where you learn to deal with a team of diverse people with diverse ideas.
- You learn how to become a better listener.
- You grow in confidence as you deal with issues pertaining to the association.
- Your leadership skills grow as you run your committee and give direction to your peers.
- In learning these new skills, you increase your possibility for career advancement as your resume abounds with the listing of these new, marketable skills.

Do you want to contribute to the greater good of the association? You have grown to love the association and its members, and want to give back. You have outstanding ideas and a vision for the direction of the group. Or perhaps you have an idea for a wonderful service project that will be easily carried out by our members. By contributing to the association as an elected officer, you offer your insight and talents in a unique way.

Do you want to belong to a close-knit community? Nothing compares to the closeness in the relationships that will develop as you serve together on a board of directors. You develop friendships and relationships that bond you together and will last for many years, or a lifetime. You learn so much about each other as you stand together united for the betterment of NEOPA.

To recap, if you'd like to grow personally and professionally; contribute to the greater good; or belong to an outstanding professional community; then call or email Gretchen Walker, at gwalker1@unl.edu or call at 402.472.0602. You will be glad you did!

Carol Bom, CEOE

NEOPA Bylaws Committee

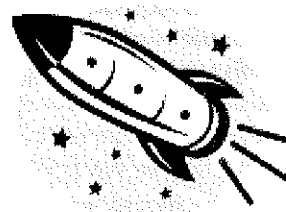
The operating manual for our association is our bylaws. The bylaws are used as guidelines to help us run this association. Sometimes, we come across something that might need reviewed and possibly changed. The Bylaws Committee is responsible for researching and suggesting edits or additions to the rules of our association and then bringing them forward for a vote from the membership.

Now, as members, I'm asking you to review the NEOPA Bylaws (<http://neopa.unl.edu/bylaws.html>) and let us know if you see anything that might need revised or added. Presently the committee is looking at the following items:

- Resignation and replacement procedures
- Electronic meetings and voting

In January we will present our suggestions to the board and then bring it forward to the membership at our spring conference. Finally, a written ballot will be sent to the members for consideration.

Bylaws Committee: Kathy Bennetch, Director
Carol Bom, Karen Jackson, Peg Johnson,
Joyce Trevett



Publicity Committee

During the month of August, a courtesy card was sent to Alice Fournell, NEOPA member. Cards were also sent to Candy Johnson and Marilyn Sailors in September and, in October, a card was sent to Cathy Robertson.

On September 15, an email reminder was sent to all NEOPA Affiliate Presidents encouraging participation at the 2009 Fall Workshop. On September 18, a press release was sent to the Lincoln Journal Star, Neighborhood Extra, Omaha World Herald, and local newspapers in Wayne, Kearney, Fremont, Beatrice, Blair, Grand Island, and North Platte announcing the 2009 NEOPA Fall Workshop on October 1 and 2. A request was submitted and accepted to broadcast the 2009 Fall Workshop as an event listing on Channel 10/11 which was to air September 19.

On November 16, a press release was sent to the above Nebraska newspapers regarding the 2009 NAEOP Annual Conference held in Minnesota, July 20-24, 2009.

Cheryl Wood, CEOE
NEOPA Publicity Director 2009-10

Professional Standards Program (PSP) Committee

There were two individuals from Nebraska who qualified for the September 15 PSP deadline. Please join us in congratulating the following individuals:

B. Jane Lehmann, Lincoln - Advanced III, Option I (*Jane actually updated an earlier PSP certification*)
Margaret L. Proffitt, Lincoln - Advanced III, Option 1 & CEOE

There were three individuals who met the recertification requirements:

Nancy Harter, CEOE - Advanced III, Option I
Nancy Summers, CEOE - Advanced III, Option I
Jeanne A. Wenz, CEOE - Advanced III, Option I

If you are considering applying for your PSP, wouldn't it be fun to earn it before the May 15, 2010 deadline so you could be recognized at the National Conference in Kansas City in July of 2010? Kansas City isn't very far away, and the PSP banquet is a lovely, formal evening. It would be a fun event to have family members attend and see you receive recognition.

According to Nebraska's PSP records, there are 19 individuals who earned their PSP in 2004-05. You can see that the three listed above have completed the recertification requirement. That means we have 16 individuals who should be working on their recertification paperwork. Please let us know if there is anything we can do to assist you.

Debbie Hendricks, CEOE
PSP Director
Lola Young, CEOE
Committee Member

Happy Birthday, Members!

January

1/1 Suzanne Penn
Cheryl Wood
1/14 Gayle Thomas
1/17 Kathy Janda
Barbara Johnson
1/18 Joyce Trevett
1/20 Deb Daehnke
1/23 Glenn Brott
1/24 Cindy Knight
1/26 Patricia Podjenski
1/28 Denise Fisher

February

2/4 Janet Ann Usher
2/5 Linda Kahler
2/6 Lisa Morehouse
2/7 Aleta Stone
2/9 Lori Lien
2/13 Alice Fournell
2/14 Connie Hawkins
Lori Molzer
Nancy Scheuler
2/16 Destiny Kucera
2/19 Cindy Franzen
2/20 Summer Brannan
Andrea Walther
2/24 Bonita Cuddy
Rhonda Meyer

March

3/1 Nicole Kubik
Cindy Tyrrel
3/8 Lisa Domina
3/9 Jeannette Pearley
Carol vanRossum
3/12 Sharon Steck
3/16 Jeanie Buhman
Lori Gornley
Linda Kamble
3/20 Susie Ahlberg
3/21 Michelle Lemke
3/28 Marcella Shotwell
3/29 Pat Lundahl
3/31 Debbie Doolittle

April

4/1 Lois Nuernberger
4/5 Karen Kloch
Carol Packard
4/7 Nancy Rose

4/10 Rhonda Thies
4/11 Diane Wasser
Frances Zimmerman
4/12 Jamie Berens
4/16 Jane Cutshall
4/17 Dee Radek
4/25 Debe Dockhorn
4/27 Lucille Peterson

May

5/1 Peg Aldridge
5/4 Dianne Lamb
Renée Olson
Deb Ryan
5/7 Janelle Kepler
5/9 Kathryn Schroeder
5/11 Mari Greer
5/12 Becky Carstens
5/13 Patsy Shald
5/15 Toiya Avant
5/16 Becky Illiff
5/21 Judy Cunningham
5/24 Shelley Howard
5/27 Sarah Baden
Laura Biehl
Julie Kleager
5/30 Edie Schleiger
5/31 Betty James

June

6/1 Sharon Hitzeman
6/3 Lorraine Moon
6/5 Audrey Schardt
6/7 Cindy Hornung
Margo Wagner
6/9 Jane Schneider
6/10 Theresa Baustert
6/11 Amanda Hank
6/13 Linda Klimm
6/14 Kate Rauscher
6/20 Debbie Hendricks
6/22 Jane Lehmann
Delores Wenz
Kathy Bennetch
Carol Stephens
6/27 Michelle Haynes
6/28 Joan Wilkins
6/30 Cherry Cornell
Donna Varney

July

7/5 Linda Luedtke
7/9 Margaret Proffitt
7/15 Lanette Dunn
7/18 Debbie Wilson
7/21 Kitty Slezak
7/25 Jeanne Wenz
7/26 Martine Stewart

August

8/2 Donna Boone
8/4 Candy Johnson
8/8 F. Jean Pyle
8/9 Joyce Ahlberg
Bitsy Longan
8/10 Dena Hare
8/11 Kimberly Bates
Noretta Howard
8/13 Sheila King
Nancy Summers
8/15 Susan Bartlett
8/16 Phyllis Rabe
8/18 Deanna McCoy
8/25 Beth Vaughn
8/28 Lola Young
8/30 Martha Young

September

9/5 Amy Chandler
9/6 Jeanne Ann Kardell
9/8 Sue Gilleland
9/11 Harriett Jay
9/13 Brenda Roseberry
9/15 Gloria Morehead
Judy Rastede
9/16 Dee Oltman
9/18 Kathryn Arehart
9/20 Mary Guest
9/21 Tammy Meier
9/22 Lynette Berry
Joyce Graybill
JoAnne Lahm
9/25 Geri Mostek
9/30 Linda Teach

October

10/5 Jane Moorhouse
10/8 Angela Rushman
10/10 Mary Betten

10/14 Jean Harrison
10/17 Peg Johnson
10/18 Cathy Robertson
10/20 Kathy London
10/21 Linda Hansel
10/23 Judy Yeck
10/24 Nancy Harter
10/25 Denise Mostek
10/26 Susan Bell
Sandra Czeranko
Vicki Grimes
Carol Reed
10/30 Debbie Mangen
Rose Wiechert
10/31 Carri Ball

November

11/1 Jessica Stilwagon
11/2 Carol Wusk
11/6 M. Kay Brett
Janet Skoog
11/8 Jaime Cunningham
11/13 Roxie Rosenthal
11/15 Linda Hendrix
11/19 Barbara Homer
11/29 Roxane Hiatt
11/30 Chris Cary

December

12/1 Carol Bom
Patricia Hust
12/2 Gretchen Walker
12/5 Donna Straight
12/7 Jorena Larsen
12/8 Sandy Lineberry
12/10 Sharon Flee
Marilyn Sailors
12/11 Jeanne Andelt
Jolene Dunnigan
12/12 Betsy McEntarffer
12/17 Roxanne Dahlin
12/20 Dianne Dickey
Beth Krohn
Jane Rumbaugh
12/22 Jodi Vanek
12/24 Sue Howell
12/29 Linda Gersib
12/31 Karen Jackson

*"If you don't have a plan for yourself,
you'll be part of someone else's."*

- An American Proverb

Proud Moments/Spotlight on YOU

Judy Anderson, UNOPA and NEOPA member, is known to most of us as a local singer and theatre actor, but last May had the grand opportunity of filming a movie in Las Vegas.

I'm a MOVIE STAR! Well, okay, maybe not a STAR.....but I was in a MOVIE!! Well, okay, it was a short (22 min.) movie....but a MOVIE just the same! And even if you only see me for a couple of minutes, I was there and I even had DIALOGUE! And my picture is on the back of the DVD BOX and my name is in the CREDITS!! Doesn't that at least make me.....something more than an extra?

What it really makes....is a ONCE-IN-A-LIFETIME experience! Thanks to friends who include you in their dreams, we sometimes get to fulfill our dreams, also.

Our very talented friend, Michael Tushaus, lives in Las Vegas with his lovely and equally talented wife, and they each work for different Cirque du Soleil shows. Michael teamed up with a couple of other Cirque friends, Troy and Bryan, with the same movie-making dreams and "unique" thought processes (*yes, a nice way to say they are all a little crazy!*) and started filming videos under the name of Gold Jet Pack Productions (GJP). The very weird video they entered for an MTV contest won, so they got very encouraged about becoming real filmmakers and the rest is history.....

STARTING OUT: Michael decided it was time to do a serious piece of work, so pulled a script out of the file he wrote years ago and started working on it, calling in the aid of a real "script doctor" friend from L.A. (*where they lived before moving to Las Vegas*). After many rewrites, it was ready. The story, "*Whatever It Takes*," is about a homeless man who would do anything to take care of his ailing daughter and in doing so, crosses paths with several strangers, including a self-absorbed businessman. Through the homeless man's actions, he makes a sacrifice that changes everyone's lives in a single moment. The businessman must then make a decision that will change his life forever.



Don, the homeless man, filming in the Vegas heat.

IN FRONT AND BEHIND THE CAMERA: Once the ball got rolling, GJP was blessed with many professionals "buying in" to the project, and the future of a small start-up production company, by freely giving the time they could to the filming. These included experienced sound, lighting, and camera crews....bringing real movie making equipment (*no camcorders here!*); longtime actor friends from L.A., some with professional agents and Hollywood credits but working gratis for their friends; new up-and-coming talent found through auditions; a former Broadway actress and her three-year-old diva daughter (*OMG!*); a professional stunt man from L.A. who coordinated the car accident and made sure everyone was kept safe during the filming (*including the cameraman during a tricky shot*); and Michael's school teacher/professional photographer/graphic artist/assistant director sister-in-law who was indispensable!

BEHIND THE SCENES: They made this so much like a real movie filming that we even had catered meals!!! One of the tech guys from Cirque was a chef in another lifetime and provided the cast and crew with great lunches and dinners every day. The background music for the film was also composed by Michael (*he is SO multi-talented!*) and performed by string musicians with international credits that include playing for opera-greats Pavarotti and Andrea Bocelli, and several stage productions such as *Spamalot* and Cirque du Soleil's "KA."

IT'S A WRAP: I wish I had time to share all the little side stories and experiences (*like the 3-year-old's real meltdown at 2:00 a.m. which they caught on film and included in the movie OR walking into a fancy "for sale" house that was filmed as the businessman's house OR filming at the entrance of the hospital without getting permission....getting the shot in one take and exiting just in front of the inquisitive security guard*), but that will have to be another time.

CREDITS: To watch our movie, "*Whatever It Takes*," go to www.goldjetpack.com. We didn't win our first Internet contest, but the movie has now been entered in quite a few big-name film festivals worldwide (like Sundance!). So we may all be famous yet!

Well, that's my story and anything else that happened....stays in Vegas! But how many people can say they spent six days in Vegas and barely saw the inside of a casino? And (continued on next page)



DVD cover.



A shot from the movie: The waiter (Thaddeus) has an issue with the restaurant manager (Judy).



Checking the shot....(standing) actor Thaddeus & producer Troy; (sitting) stuntman Joe, 1st assistant Bryan, cameraman Ryan, & director Michael (in the red hat).

Fund-Raising Updates

Are you as excited as I am to start a new decade? I took some extra time off for the holidays and managed to not only get a project or two completed but I also had a chance to do some thinking.

We all go through the various chapters of our lives and many times think we are not going to make it through the latest chapter. But we keep moving through a page at a time and before you know it, the chapter is done and we're ready to start another.



NEOPA just finished another HUGE chapter for this year. We conducted three super fund-raising events. We sold Barn Candles, Tupperware and Premier Jewelry. We realize that we hit the membership very hard by running all of the fund-raisers relatively close together. Our goal was to complete the fund-raising before Christmas and all three fund-raisers accomplished that goal.

Thanks to the dedication and hard work of members from all local associations, we were able to raise over \$1800 in cash. (This total will increase because we earned over \$1500 in free merchandise that will be raffled at the Spring Conference/Central Area Professional Development Day, this spring.) This money will pay for our NEOPA scholarships as well as help with expenses associated with hosting the NAEOP conference in Kansas City this July.

We want to thank each member that made an effort to participate in the fund-raisers. Whether you were a member of one of the committees; purchased items from one or more of the fund-raisers; encouraged sales through your family and friends.....THANK YOU! This is a great example of what it takes for our association to be successful. Not everyone could purchase items from all three fund-raisers or be on the committee for all three.....but by each of us finding a way to participate or help.....that is what spells success.

This kind of involvement is also important for our association. As we start a new decade, we need all of our members to find ways to get involved. We want to encourage you to take an active role in some aspect of NEOPA. There are plenty of opportunities coming our way in 2010 with the Central Area/State Conference in April and the National Conference in Kansas City in July. Check out the NEOPA Website and this NEON for additional information on what you can do to help! We hope you will jump in and join us!

Lisa Morehouse, CEOE

I didn't even care! However, I did get in a couple hours of souvenir shopping and Michael got us tickets to his Cirque show, "KA," which was totally amazing!! A huge stage that floated every which way with acrobats dancing and flying and hanging and sliding from everywhere was just more than you could imagine!

Ahhhh, the wonder of friendship! Without his friends and their friends, Michael couldn't have made his movie. Without my friends, I wouldn't have been a part of this amazing adventure. And through it all, we got closer to our old friends while making a lot of new friends! And the circle of life goes on.....and we do "Whatever It Takes."

Judy J. Anderson, UNOPA

Note: Judy has worked at the University of Nebraska-Lincoln for 26 years and is an editor in the Publications and Photography office. She was on the UNOPA board for eight years and the NEOPA board for six years. Judy's passion is theatre and she has nearly 30 shows to her credit. Some of her favorite roles include Betty in *The Great American Trailer Park Musical*, Mama Rose in *Gypsy*, Bloody Mary in *South Pacific*, Golda in *Fiddler on the Roof*, Mother Superior in *Nunsense II* and *Meshuggah Nuns*, Meg in *Damn Yankees*, and Mother Superior in the *Sound of Music*. Judy is also the vocalist for the Lou Arnold Orchestra, a 40s ballroom dance band, and sings in the choir at United Lutheran Church. She is the mother of two and grandmother of four. Look for her as Mrs. Potts in the upcoming production of *"Beauty and the Beast"* at the Community Players Theatre in Beatrice in February!

First-timer Attendee Observations of the NEOPA Fall Workshop 2009

Please allow me to introduce myself. My name is Tanya Avant and currently I am employed with the Omaha Public School District, as an Office Supervisor.



Most recently I was asked to give some feedback on my observations of the NEOPA Fall Workshop. First and foremost the workshop was an informative networking opportunity that was enjoyed by all in attendance. Throughout the entire workshop, the overall theme continued to circle around leadership and the importance of good communication with people.

The workshop iterated the importance of connecting with people and also highlighted the importance of being a good communicator and how that communication brings about leadership. In addition, there was a nice variety of vendors that presented a display of items of all interests.

There were a variety of speakers that covered leadership in the office. One focus was on "Trends in Business" presented by Sherry Sivey, who has a talent for making you feel at ease from the start. Also presenting was Bonnie Sibert, who focused on "What's Hot and What's Not." Bonnie was an outstanding speaker and communicator as well.

With the title of the workshop being "Bridging Opportunities for Educational Office Professionals" it was a very fitting title. In my opinion, I feel that all who were in attendance learned a great deal on leadership and connecting with people and not just networking. It is connecting with people and communication that makes an individual feel that what knowledge they bring as a communicator/leader matters. With this being said, I will close with a quote we could all benefit from.

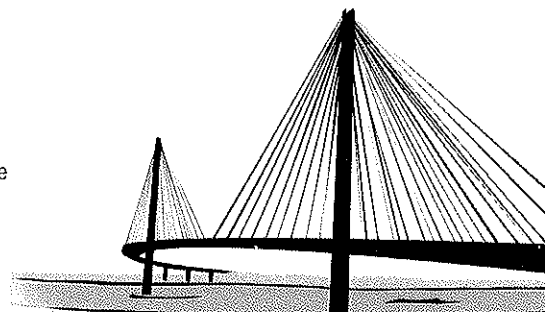
"A leader is one who knows the way, shows the way, and goes the way." -Author Unknown

Tanya T. Avant, OEOPA
Office Supervisor, OPS Transportation Division
NEON Committee member

Bridging Opportunities – NEOPA Fall Workshop

hosted by OEOPA in Omaha, at DoubleTree Suites on October 2, 2009

October 2, 2009 was the conclusion of a yearlong adventure for OEOPA (Omaha Educational Office Professionals Association). Our committee members were: Judy Cunningham, Noretta Howard, Kathleen Weskirchen, Linda Williams, Pat Podjenski, Vira Brooks, Jason Woods, Jane Rumbaugh, Fran Zimmerman, Heidi Hermanson, Patty Svajgl, and me, Kitty Slezak. The committee members offered their talents to the success of our memorable event. We want to thank all of you who praised our efforts and stepped in to assist wherever you could. It is simply not enough to say how much the committee was appreciated by the directors. The undying hours of preparation, without complaint, were the only way this all happened. It's sometimes hard to take orders when you have ideas of your own, but that aside, the success of this event was in the heart of each and every one of our hard workers. Seating was a little tight, so in hindsight I wish we had placed the raffle tables over to one side instead of behind everyone. We hope you will forgive the oversight on our part. Everyone really seemed to enjoy the lovely atmosphere of the DoubleTree Suites Hotel. All rooms had the added convenience of kitchenettes and living areas. The atrium provided a relaxing out-doorsey feel, especially given the rainy weather we had to endure during arrival and departures.



**BRIDGING OPPORTUNITIES
FOR
EDUCATIONAL OFFICE PROFESSIONALS**

Our Special Reception the evening prior was attended by nearly 60 office professionals and guests. We had a lot of fun showing off our C.J. Banks/Christopher & Banks apparel as we welcomed our guests and members. Jason Woods showed off his M.C. talents during our vendor show, social activities, and the get acquainted game. We gave away over 25 door prizes and sold raffle tickets for the next day. Our committee gathered many raffle items to raise funds for our Business Scholarship fund, Holiday Family donations, and organization operations. We gave away everything from a set of four tires, a free hotel stay for two, free restaurant meals, to a one-hour massage. Congratulations to all the door prize and raffle winners.



OEOPA hosts at the Fall Workshop.

I want to praise Chris Cary and her committee for their coordination of the professional development for this workshop. Their efforts made the coordination of the location, meals, and entertainment much easier for OEOPA to focus upon. The speakers were praised in the evaluation results with mostly excellent ratings and a comment such as: truly found her Value Development topic worthwhile.

We'd also like to thank Superintendent Dr. John Mackiel for all his support during our planning months. He was instrumental in helping us get the word out in our district. We hope that future professional development events will be attended by the office professionals in our roughly, 90 schools district-wide. The attendance of our district resulted in numbers long since remembered. A total of 13 OEOPA members attended and an additional eight district office professionals joined us as first-timers; many of whom have now become OEOPA members.

A strong presence was enjoyed by other metro Omaha districts such as: ESU 16, NDE Early Childhood Center, Papillion-LaVista School District, South Sarpy School District #46, and St. Mary's of Bellevue, many of whom were also first-timers. Additional commendations go to Lincoln Public Schools, Nebraska Department of Education, University of Nebraska-Lincoln, and Franklin Public Schools for first-timer attendance. The workshop enjoyed the company of nearly 90 Nebraska Educational Office Professionals. Give yourselves a hand, you certainly deserve it!



Jane Rumbaugh with silent auction items.

If you were unable to attend this event, be sure to check the NEOPA Web site, <http://neopa.unl.edu/>, for the upcoming spring and summer opportunities for your personal and professional growth. NEOPA is partnering with other Central Area organizations to host our national conference, July 2010, in Kansas City, MO. Take time now to start talking up a road trip with your local organization members and co-workers. You'll be glad you did!

Again, thanks for all your support and we hope to see you in Lincoln, April 23-24, 2010, for the combined NEOPA Spring Conference/Central Area Professional Development Day, and the NAEOP National Conference in Kansas City, MO, July 5-9, 2010.



Sherry Shiver

Bonnie Siebert

Fall Workshop speakers

Kitty Slezak, Co-Director
NEOPA Fall 2009 Workshop Committee

Congratulations to NEOPA's 2009-10 Administrator and Office Professional of the Year!

Administrator of the Year Award

Dr. Pat Roschewski, Director of Statewide Assessment for the Nebraska Department of Education, was named the Nebraska Educational Office Professionals Association (NEOPA) Administrator of the Year at the Fall Workshop in Omaha, Nebraska, on October 2, 2009. Dr. Roschewski has been in her current position at the State of Nebraska since July 2000. As the recipient of this award, Dr. Roschewski will be NEOPA's nominee for the NAEOP Educational Administrator of the Year Award to be presented at the National Conference in Kansas City, MO, July 2010.

Dr. Roschewski was a teacher for 26 years and has been an administrator for 14. This experience has shown her the importance of not separating student learning and teacher effectiveness, and she has worked toward that goal the last nine years. Dr. Roschewski has received numerous awards both locally and nationally for her outstanding work in the educational field. Dr. Roschewski is a credit to the profession of education administrators, and she leads by example by working hard and working smart.

Dr. Roschewski's nominator, Carol Bom, wrote: "Pat has allowed me to attend the national conference for NAEOP. She also supported me financially when she attended NAEOP conferences. She realizes that these conferences are personal and professional development for me, and has stood by me as I continue my quest for lifelong learning."

Roger D. Breed, Commission of Education, had these kind words to say: "Pat Roschewski is an outstanding advocate for student learning in Nebraska. She serves as the Director of Assessment for the Department of Education and, in this role, she has established a consistent record of doing the right thing for Nebraska teachers and students."

Dr. Roschewski has supported their local association (NDEOPA) since its beginning in June 2008, and believes in allowing the members to seek personal and educational growth by attending local and national conferences throughout the year.



Award winners (l to r): Carol Bom, CEOE, and Dr. Pat Roschewski.

Office Professional of the Year Award

Carol Bom, CEOE, who works for the State of Nebraska Department of Education in Lincoln, Nebraska, was selected as the Office Professional of the Year at the NEOPA Fall Workshop in Omaha, Nebraska on October 2, 2009. Carol is very qualified for this award because she is very active in all three associations—local, state, and national. She is responsible for forming a new local association for the State of Nebraska Department of Education (NDEOPA) in June of 2008. They installed their first officers, electing Carol as president. Carol was also president of the Nebraska Educational Office Professionals Association (NEOPA) in 2006-2007. She is always recruiting new members and promoting all of the associations to others. She has always been a great resource for other office professionals with her willingness to help anyone.

Carol's nominator, Chris Cary, wrote: "Carol is a visionary leader and an exemplary 3-D member of her local, state and national EOPAs. Furthermore, she's a consummate professional in the office." Loral Sygal had these kind words to say: "Carol attended many meetings with our Deputy Commissioner and our Human Resource Director regarding forming an educational office professionals association at the Nebraska Department of Education. She has gone above and beyond for us."

As the recipient of the NEOPA Educational Office Professional of the Year, Carol will be NEOPA's nominee for the NAEOP Olive T. Ritchie Educational Office Professional of the Year which will be held in Kansas City, MO, July 2010. Carol is an exemplary office professional and we are very proud to have her represent our association as the Office Professional of the Year.

Congratulations, Pat and Carol!!

Susan Bell, CEOE and *Phyllis Rabe*, CEOE
Awards Committee
Marilyn Sailors, Director

Save the Date!!

The 2010 NEOPA Fall Workshop will be held in Lincoln on October 22, 2010.
The workshop is being planned and hosted by NDEOPA, with Carol Bom, CEOE,
coordinating the event. Watch for more information coming soon!

Central Area Professional Development Day/NEOPA 2010 Spring Conference

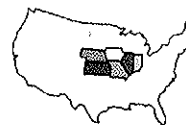


Piecing Together Your Professional Career

Central Area Professional Development Day/NEOPA 2010 Spring Conference

April 23-24, 2010

Lincoln, Nebraska



You are invited to Lincoln for the combined Nebraska Educational Office Professionals Association (NEOPA) Spring Conference and the 10th annual Central Area Professional Development Day (CAPPD). We would love to have you join us for this conference that offers something for everyone.

Friday

During the day are meetings of the NEOPA Executive Board, the NAEOP 2010 State Representatives, and the Central Area Presidents & Past Presidents.

Friday Evening

Enjoy an early dinner on your own in the Historic Haymarket District then come and network with office professionals from six states – Illinois, Indiana, Iowa, Kansas, Missouri and Nebraska.

Saturday

The day will begin with the traditional opening ceremonies followed by Michelle Roggasch. Her presentation is "Communication Quilt: All The Pieces for Success." Lunch and the NEOPA General Business meeting will follow. We would like to invite ALL conference attendees to join us for lunch. The afternoon offers concurrent presentations from Ethics in Business to Team Building, from Running an Effective Meeting to Effective Public Speaking. There is literally something for everyone.

Saturday Retiree Activity

The retirees will have an opportunity to visit the International Quilt Study Museum and the Great Plains Art Museum on the University of Nebraska-Lincoln campus. Please visit their websites: <http://www.quiltstudy.org> and <http://www.unl.edu/plains/gallery/gallery.shtml> for more information.

Saturday Evening

Nebraska will hold its annual Banquet & Installation of Officers starting with a social at 6:15 pm. All conference attendees are invited to register for this special event. Diane Wasser, CEOE, will be installed as NEOPA State President for 2010-2011.

Conference Hotel

Make reservations with the Holiday Inn Downtown, 141 North 9th St., Lincoln, NE 68508 by calling 800-465-4329. Refer to: NEOPA-Central Area Professional Development when making your reservation. You may book a room online at www.holiday-inn.com/lincolne. On the left side of the page there will be a section that says check availability. Insert the dates that correspond with our event and in group code place NEO. Click check availability, once all of this information is entered, guests will be directed to the NEOPA - Central Area Prof Develop Assn block. There is a free shuttle service from the Lincoln Regional Airport and free parking for conference participants staying at the hotel. If you will be arriving by plane, please email the flight information to one of the co-chairs listed below.

Rate: \$89.00 plus tax (1-4 people, 1 room w/two queen beds)

RESERVATION DEADLINE: March 22, 2010

Conference Registration

Early bird registration date is April 9, 2010. Any registration not postmarked by April 9, 2010 must add a \$10 late fee. No registrations will be accepted after April 16, 2010. Your registration fee includes the networking activities Friday evening, all workshop materials, continental breakfast, Saturday breaks and Saturday luncheon.

Special Projects

As in the past, each state association is asked to bring a gift bag or basket of items from her state to be raffled off for the Central Area. State baskets will be on display during the Friday night networking session and on Saturday morning. Winners will be announced at the luncheon. There will also be 50/50 raffles held throughout the conference. In lieu of a friendship gift exchange, we are asking that you bring a children's book (infant to 5 years old) to be donated to a local organization that works with low-income families. Your participation in this very worthwhile cause is greatly appreciated.

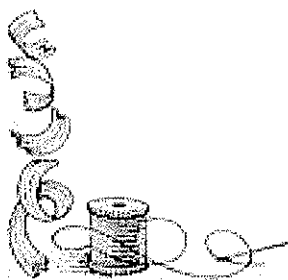
Conference Attire

Friday business meetings – Business casual

Saturday Workshops – Business casual

Saturday Banquet & Installation – Business dressy

Central Area Professional Development Day/NEOPA 2010 Spring Conference



Conference website:

<http://neopa.unl.edu>

For More Information or Assistance....

Please contact either of the conference co-chairs:

Gretchen Walker, CEDE

402-472-0602

gwalker1@unl.edu

Mary Guest, CEDE

402-472-3204

mquest2@unl.edu

This conference is co-sponsored by the Nebraska Educational Office Professionals Association (NEOPA) and the University of Nebraska Office Professionals Association (UNOPA).

Tentative Schedule:

Friday, April 23

Registration	1:00-6:00 pm
Exhibits	4:00-6:00 and 7:00-9:00 pm
Networking activities	7:00-9:00 pm

Saturday, April 24

Continental breakfast	7:00-8:30 am
Registration/exhibits	7:30-8:30 am
Welcome	8:45 am
Keynote Speaker	9:15-11:30 am
Michelle Roggasch	

Lunch/Business meeting 11:45 am-1:30 pm

Retirees Tour 2:00-4:30 pm

First Concurrent sessions 1:45-3:15 pm
Option A: Nanette Shackelford
"Ethics in Business"

Option B: Nancy Myers
"Team Building"

Second Concurrent sessions: 3:30-4:45 pm
Option C: Nanette Shackelford
"Escape from Meeting Hell:
Running a Productive Meeting"

Option D: Deborah Smith-Howell
"Effective Public Speaking"

Closing/remarks/wrap-up 5:00-5:30 pm

Optional:

Social	6:15-7:00 pm
Installation Banquet	7:00 pm

Speakers:



Facilitator/Speaker
Michelle Roggasch

Michelle Roggasch is owner and founder of Beacon Training Group, whose mission is to provide speaking, planning and coaching services that educate, energize, enhance, and encourage the individuals they serve. Michelle has been in the training and education field for over 20 years and has spoken to groups and businesses throughout the United States. She has a Bachelor's degree in Business Education, a Master's degree in Sports Administration and is currently working on her Ph.D. in higher education leadership.

Currently Michelle is the Program Manager for Education: Catch the Dream a company with products and programs that provide encouragement and information to first-generation middle and high school students to make the decision early to go to college.



Nanette Shackelford

Nanette Shackelford, Adjunct Instructor of Communication Arts, Business and Economics, Hastings College. For nearly two decades Nanette has worked in community and economic development throughout the State of Nebraska while teaching business courses for the University of Nebraska at Kearney, Bellevue University and most recently, Hastings College. She has managed a non-profit, served on various boards and volunteers for many organizations. She currently serves on her local city council and as president of the local community club.



Nancy Myers

Nancy Myers, Director of Organization Development, University of Nebraska-Lincoln. Nancy works with colleges and departments to help build talent and capability, and to plan and implement change. She provides group problem solving, team building and development, strategic planning, management consultation and leadership development. Nancy teaches Human Resources Development for the University of Nebraska-Lincoln College of Business. She is the advisor/coach for the University of Nebraska Curling Team. Nancy holds a B.A. in Sociology from the University of Denver, a M.A. in Psychology from the Fielding Institute and a Ph.D. in Human Resource Development from the University of Nebraska.

Work organizations traditionally reward the individual contributor rather than the accomplishments of a team. How do you shift the work culture to recognize the value of teamwork? Not all work groups are teams. How do you tell the difference? Nancy will address the fundamentals and functions of a team and discuss ways to help managers and employees value and facilitate teamwork.



Deborah Smith-Howell

Deborah Smith-Howell is Associate Vice Chancellor for Academic Affairs/Dean of Graduate Studies, University of Nebraska at Omaha. Dr. Smith-Howell came to UNO in 1989 as a faculty member in the then Department of Communication (now School of Communication). She served as chair of the department and the founding director of the School for eight and a half years. Dr. Smith-Howell received her B.S. degree from Northern Michigan University, her M.A. from Louisiana State University, and her Ph.D. from the University of Texas-Austin.

Her areas of specialization and research are communication education, presidential rhetoric, media coverage of the presidency and civic participation. She is co-author with Roderick P. Hart, Sharon Jarvis, and William Jennings of *Political Keywords: Using Language that Uses Us*, Oxford University Press, 2005. She received the 2004 UNO Chancellor's Commission on the Status of Women Outstanding Achievement Award.



Central Area Professional Development Day/NEOPA 2010 Spring Conference



Piecing Together Your Professional Career



Illinois



Indiana



Iowa



Kansas



Missouri



Nebraska



Central Area Professional Development Day/NEOPA 2010 Spring Conference

April 23-24, 2010

Holiday Inn Downtown — Lincoln

Lincoln, Nebraska

Please Print or Type:

Name: _____ CEOE: _____ Yes _____ No
 Address: _____ Home/Cell Phone: _____
 City/State/Zip: _____ Office Phone: _____
 School/District Name: _____ Position: _____
 E-mail Address: _____ Local Association: _____
 First time attending NEOPA _____ Yes _____ No First Time attending CAPDD _____ Yes _____ No
 Special Needs: _____

Registration Fee includes: networking activities Friday evening, all workshop materials, continental breakfast, Saturday breaks and Saturday luncheon.

REGISTRATION FEE — NEOPA or NAEOP Member \$65.00 \$ _____

REGISTRATION FEE — Non-NEOPA or Non-NAEOP Member \$75.00 \$ _____

LATE REGISTRATION FEE (postmarked after April 9, 2010) \$10.00 \$ _____

OPTIONAL

Saturday Installation Banquet # of tickets _____ \$25.00 \$ _____

Retiree's Tour # attending _____ \$ free

TOTAL AMOUNT DUE \$ _____

Method of Payment: (NO registrations accepted after April 16, 2010)

_____ Check enclosed payable to "CAPDD 2010 Spring Conference"
 _____ PO# _____ (Must be paid in full within 10 days after conference).
 _____ Credit Card# _____ Expiration _____
 _____ Card Signature _____

**REGISTRATION
DEADLINE**

APRIL 9, 2010

Please indicate your briefing choice for the Saturday afternoon sessions:

First concurrent sessions (1:45-3:15 pm)

Option A: Ethics in Business _____

Option B: Team Building _____

Second concurrent sessions (3:30-4:45 pm)

Option C: Escape from Meeting Hell _____

Option D: Effective Public Speaking _____

MAIL REGISTRATION FORM with payment by April 9, 2010 to:

Cindy Knight
 CAPDD/NEOPA Spring Conference
 University of Nebraska-Lincoln
 336 Canfield Administration Building
 Lincoln, NE 68588-0441

Liability: The Nebraska Educational Office Professionals Association assumes no responsibility for any personal injuries or damages to property incurred by a delegate or guest while engaged in any Association sponsored activity.

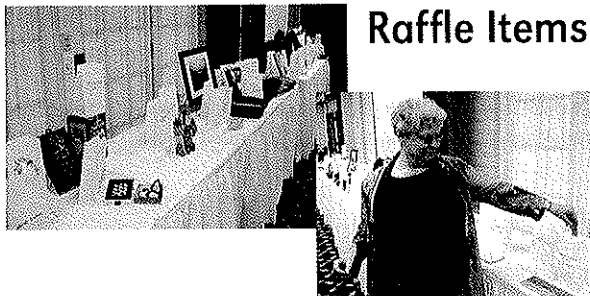
Thursday Night Socializing



Awards Luncheon



Silent Auction & Raffle Items



Business Meeting



Beautiful DoubleTree Hotel Lobby



NEOPA Scholarship Opportunity

Nebraska Educational Office Professionals Association Past Presidents — Eva Sheaff Memorial Scholarship

Guidelines

The members of the Nebraska Educational Office Professionals Association-Past Presidents (NEOPA-PP) have established a scholarship to be awarded to any active NEOPA member who is pursuing a Professional Standards Program (PSP) Certificate, has completed the requirements for a high school diploma or GED and/or is pursuing a higher education degree, preferably in the business/office field. Other course work, e.g., Professional Development Parliamentary Course, Professional Development Work Courses, such as Joan Burge – Office Dynamics and/or Cynthia D'Amour – ASTD will also be considered.

Information

1. The scholarship shall be awarded by NEOPA-PP to a recipient determined by the scholarship committee. The committee chairperson shall be appointed by the President of the organization.
2. The maximum value of the tuition scholarship monies is \$500.
3. If the scholarship committee concludes that no applicant meets the guidelines qualifications, and no tuition scholarship is given, the committee then has the option of awarding a "class/course work related books only" scholarship not to exceed \$200.

Application

An application will be considered complete when the following items have been received by NEOPA-PP.

1. Application for scholarship must be on an appropriate form provided by NEOPA-PP. (Failure to use the correct form will result in disqualification.)
2. Application form must be completed. (Failure to complete the form in its entirety will result in disqualification.)
3. Transcript(s) of previous academic performances.
4. Statement about career goals and financial needs.

NOTE: Failure to submit all requested information, to follow all guidelines and to send requested copies of support materials will result in disqualification. No exceptions will be made.

In order for your application to be submitted for NEOPA-PP Member Scholarship, the following criteria must be followed.

Candidate Eligibility Criteria

1. Applicant must be an active NEOPA member and must have been a member for three years immediately preceding the date of scholarship application deadline.
(NEOPA membership renewal deadline is January 14 to qualify for this scholarship.)
2. Applicant must be enrolled in a postsecondary institution of higher education (two- or four-year college, university, business college/school, or vocational/technical education). Documentation of education course work (transcript, certificates, etc.) must be received.

Selection Criteria

A rating system of 100 points shall be used in determining the scholarship recipient.

1. Maximum of 25 points may be awarded for academic performance (attach transcripts).
2. Maximum of 25 points may be awarded for nearness to completion of degree or work toward a PSP certificate.
3. Maximum of 25 points may be awarded for participation and leadership positions in local and/or state associations of education office professional and in NAEOP.
4. Maximum of 20 points may be awarded for participation and leadership positions in other professional job-related associations.
5. Maximum of 5 points may be awarded for completeness and neatness of application.

Awards/Disbursement

1. Upon notice that the recipient has enrolled in a specific educational institution and the Acceptance Form has been received, money shall be forwarded to the appropriate office of said educational institution.
2. The approved monies will be valid only for the academic year following the awarding of the scholarship (fall, winter, spring, summer, and quarter/semester).
3. NEOPA members may apply for a scholarship as many times as they desire. In order to be eligible for a second or subsequent scholarship award, an applicant must have maintained at least a 2.8 (of a possible 4.0) GPA or shown satisfactory completion of course(s) during the term for which the previous scholarship was made.
4. Upon completion of the courses for which the scholarship was awarded, an official transcript should be sent to the NEOPA-PP Scholarship Chairperson. This transcript will serve as documentation showing fulfillment of the scholarship agreement.

Completed application must be submitted to:

Sandy Lineberry, Chairperson, NEOPA-PP Scholarship Committee
103 Entomology Hall – EC, UNL, Lincoln, NE 68583-0815
Telephone: 402.472.6623 slineberry1@unl.edu

Scholarship application available at:
<http://neopa.unl.edu/awards.html>

Application for the Tuition Scholarship must be postmarked no later than March 1, 2010.

Application for the "Class/Course Work Related Books Scholarship" must be postmarked no later than April 1, 2010.



Central Area Director

The Nebraska members have been very busy preparing for our Central Area Professional Development Days that will take place in Lincoln, Nebraska, April 23-24, 2010. The theme for this event is "Piecing Together Your Professional Career." Our keynote speaker will be Michelle

Roggash who is the owner and founder of Beacon Training group. Their mission is to provide speaking, planning and coaching services that educate, energize, enhance, and encourage the individuals they serve. Topics for the keynote and concurrent sessions will include: "Communication Quilt: All the Pieces for Success," "Ethics in Business," "Team Building," "Escape from Meeting Hell: Running a Productive Meeting," and "Effective Public Speaking." This is going to be an excellent professional growth experience and we would love to have individuals from other areas join us for this event! Please contact me at lyoung5@unl.edu for more information.

The Central Area continues preparations for NAEOP's 2010 Annual Conference and Institute. Each state is responsible for specific events and all are working hard to make sure this will be a memorable conference.

I'm anxious to see the decorations for the different themed events. Be prepared for a plethora of professional growth opportunities with some outstanding keynote speakers, institute and briefing presenters. Plan now to attend as your trip to Kansas City July 5-9, 2010, will be well worth the time and money spent!

Lola Young, CEO
Central Area Director

Ed.Note: Reprinted from the December issue of "Keeping Affiliates Active."

NAEOP Membership Update

The next membership report is due in February. As of November, the Central Area had a total of 468 active NAEOP members. This total reflects a decrease since May. The numbers fluctuate during the year. The breakdown by state is:

Illinois - 95 (same)
Indiana - 38 (up 1)
Iowa - 20 (same)
Kansas - 74 (up 3)
Missouri - 73 (up 3)
Nebraska - 168 (up 1)

Please continue to welcome new NAEOP members. And for those who are coming up on those renewal deadlines—keep your membership continuous.

It is important to recruit all year long! Keep in mind that as a bonus, if you allow me to sponsor/recruit a brand new NAEOP member, I would be happy to pay \$5 of their membership fee.

Lola Young, CEO
Central Area Director

An IKEA State of Mind

Recently I visited an IKEA store for the first time. It was a Sunday afternoon and the parking lot was packed. It was as crowded as the malls are the week before Christmas. People were everywhere. I went inside and was given a map—really, a map, for a furniture store?

As the escalator glided toward the top my eyes darted from one room grouping to the next. So much to see! To say the designs are amazing would be a gross understatement and there were many of them I could definitely see implementing them in my own home. Store designers had obviously invested a great deal of time in assigning each piece and accessory just the right spot. Everything looked like it should be in a magazine.

My disappointment began when I opened what looked like a solid wood cabinet door, only to discover it was in fact melamine painted to look like wood. I guess that would explain the under \$200 price tag.

As I am in need of a new dresser, it was on to the bedroom furniture. Oh my, there was some amazing looking stuff! But again, I opened a drawer, and the bottom panel fell out. I discovered instead of dovetail construction, it was held together (and not very well!) with metal screws. Not exactly an heirloom piece.

I didn't buy a thing. Walking through the checkout lanes I noticed what IKEA calls 'inspection stations' just inside the doors. They were full of people taking their purchases out of the box to inspect their items before leaving the store. Many of them had things to exchange because what was in the box wasn't what they expected.

One couple had purchased a floor sample of a hutch and the entire back actually fell off and broke into pieces as they loaded it into their vehicle. Bummer.

As I left the store I couldn't help but be disappointed that the items, while beautifully designed, were a little deceptive. They were made for a short-term investment and weren't permanent or lasting.

I started thinking about my skills and abilities. Were they short term or would they continue to serve me far into the future? And more than that, did others view me like a fine piece on the outside, only to have the drawer bottom fall out upon being opened leading to disappointment? Take some time to inventory your life, both professional and personal. Invest the time it takes to think through your skills, priorities, and attributes. Will they serve you well into the future or just for a short time?

Who knew visiting a furniture store could make one so introspective? And the hunt for just the perfect armoire continues.

Elizabeth McFall

NAEOP Administrative Council Chairman

Ed.Note: Reprinted from the December issue of "Keeping Affiliates Active."

*"A task without a vision is a drudge;
A vision without a task is a dream;
But a task with a vision is a joy unseen."*

(1934 NAEOP president's theme)

Congratulations!

To the following NEOPA members on
being elected to positions
on the NAEOP Board!

Vice President: Lola Young, UNOPA
Central Area Director: Lisa Morehouse, LPSAOP

AWESOME!



Pat Lundahl with Olive T. Richie
at the 2009 NAEOP Conference

The 2009 NAEOP Conference . . .

The 2009 annual conference in Bloomington was the 75th for NAEOP and the 25th for me. It all began in 1971 when I drove to Greensboro, NC to attend the conference and the all-week institute as NEOPA's 1971-72 president. Conferences were held on college campuses. The Advisory Council was Thursday afternoon and the conference was Friday and

Saturday; over 450 attended. There was a trip to the mountains on Sunday; institute classes were from Monday through Friday the following week and Marion Woods was one of the instructors. Changes have evolved in the location and time frame—briefings have been added as well as activities for retirees—but much remains very similar.

I arrived Saturday afternoon in time to register and spent the evening reviewing the program and related materials. Sunday was the inspiration service and then the tour of Stillwater. I'd been to Stillwater several times years ago as a side trip when in Minneapolis for baseball and hockey games. It was interesting to see the many restored homes; we had lunch at the Lowell Inn and spent several hours browsing in the many antique shops.

Tuesday I attended the retirees' breakfast and annual meeting. This group seems to grow a little each year—no wonder I guess as about one-fourth of NAEOP's members are retirees. President Linda Orr of Florida was an enthusiastic and competent leader. A very meaningful memorial service is part of the program and officers for next year were installed. The afternoon service project collected backpacks, school supplies and gift cards for The Link, a local program for middle high school youth who are homeless or troubled. Thanks to those of you who added to the collection.

Tuesday evening was the first general session, including the flag ceremony. Not being involved in advisory council or briefings, I spent some time Wednesday morning visiting the exhibits and special projects. The second general session in the afternoon included the Foundation annual meeting. Roll call totaled 272—I counted over 350 registered—where were the others?

The Central Area breakfast was Thursday morning with our director Lola moving the agenda right along to take care of business

The Sky's the Limit

lyrics and music by Kim Ratz, ©1999

Occasionally we find ourselves in new situations.
When this happens, it's often possible an opportunity beckons.
But instead of setting high goals we often hunker down....
Make the sky the limit, or you'll be staring at the ground.
Think about what the world would be like, if no one took a chance....

Discovery doesn't usually happen when you're sitting on your pants.
When there's an opportunity to know or do something new
It's the Thriver who will focus on what he or she can do.

Chorus:

It's not so much what happens, but more what you do.
If there's one word to sum up that thing, then that one word is:
ATTITUDE.

When you choose to do your best—you can go far
When the sky's the limit and you're reaching for the stars.

It's important to reach for your stars and create hope
With the people who count on you and who are struggling to cope.
You must be ready, willing and able to teach—yourself and others
“the sky's the limit,” and with work most dreams can be reached.

(Chorus)

Note: Kim Ratz, speaker/trainer/singer/songwriter, presented the opening keynote at the 2009 NAEOP Conference as well as the day-long institute, “Playing Nice in the Sandbox.” This is one of the many songs he wrote, played on his guitar, and sang during the day-long institute.

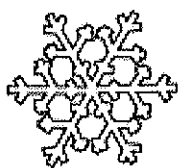
and the nominations for each of the eleven committees. The 2010 Professional Development Day conference will be in Lincoln April 23 and 24. Central Area is hosting the 2010 annual conference in Kansas City so Nebraska is heavily involved with planning and will need willing hands to help during the conference.

The third general session followed and President Linda Tribble really moved the agenda along, completing all the elections in this session! Mimi Pike of Kentucky was named Office Professional of the Year at the Awards Luncheon, and Administrator of the Year was Dr. Rex Gandy of the University of Southern Mississippi. The fourth general session included award presentations for membership, publications, student scholarship and member recruitment. We were pleased to have some of the honors go to Nebraska winners.

Friday morning was the fifth and last general session with an unusual and interesting speaker—a man who was/is an elementary teacher, a police officer, a school resource officer and a cancer survivor. The installation banquet Friday evening was, as usual, an impressive event with Pam Posey of Mississippi installed as president.

As you can see from this summary, when you're retired you attend the retiree activities, general sessions, some of the breakfasts, luncheons and banquets and take a tour or two. I went to the Mall of America when the 1998 conference was in Bloomington so this year my excursions included the Southdale Mall, Byerly's grocery store and the American Swedish Institute.

Pat Lundahl, CEOE



5 Reasons Why Dreams Don't Take Flight

by Dr. John C. Maxwell

Most of us never see our dreams come true. Instead of soaring through the clouds, our dreams languish like a broken-down airplane confined to its hangar. Through life, I have come to identify five common reasons why dreams don't take flight.

#1 We Have Been Discouraged from Dreaming by Others

We have to pilot our own dreams; we cannot entrust them to anyone else. People who aren't following their own dreams resent us pursuing ours. Such people feel inadequate when we succeed, so they try to drag us down.

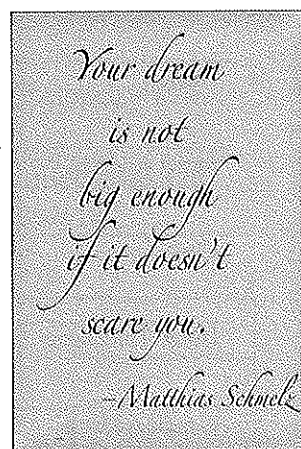
If we listen to external voices, then we allow our dreams to be hijacked. At some point, other people will place limitations on us by doubting our abilities. When surrounded by the turbulence of criticism, we have to grasp the controls tightly to keep from being knocked off course.

#2 We Are Hindered by Past Disappointments and Hurts

In the movie *Top Gun*, Tom Cruise plays Maverick, a young, talented, and cocky aviator who dreams of being the premier pilot in the U.S. Navy. In the film's opening scenes, Maverick showcases his flying ability but also displays a knack for pushing the envelope with regards to safety. Midway through the movie, Maverick's characteristic aggression spells disaster. His plane crashes, killing his best friend and co-pilot.

Although cleared of wrongdoing, the painful memory of the accident haunts Maverick. He quits taking risks and loses his edge. Struggling to regain his poise, he considers giving up on his dream. Although the incident nearly wrecks Maverick's career, he eventually reaches within to find the strength to return to the sky.

Like Maverick, many of us live with the memory of failure embedded in our psyche. Perhaps a business we started went broke, or we were fired from a position of leadership. Disappointment is the gap that exists between expectation and reality, and all of us have encountered that gap. Failure is a necessary and natural part of life, but if we're going to attain our dreams, then, like Maverick, we have to summon the courage to deal with past hurts.



#3 We Fall into the Habit of Settling for Average

Average is the norm for a reason. Being exceptional demands extra effort, sustained inspiration, and uncommon discipline. When we attempt to give flight to our dreams, we have to overcome the weight of opposition. Like gravity, life's circumstances constantly pull on our dreams, tugging us down to mediocrity.

Most of us don't pay the price to overcome the opposition to our dreams. We may start out inspired, but through time we fatigue. Although never intending to abandon our dreams, we begin to make concessions here and there. Through time, our lives become mundane, and our dreams slip away.



#4 We Lack the Confidence Needed to Pursue Our Dreams

Dreams are fragile. They will be buffeted by assaults from all sides. As such, they must be supplied with the extra strength of self-confidence.

In Amelia Earhart's day, women were not supposed to fly airplanes. If she had lacked self-assurance, she never would have even attempted to be a pilot. Instead, Earhart confidently chased after her dream, and she was rewarded with both fulfillment and fame.

#5 We Lack the Imagination to Dream

For thousands of years, mankind traveled along the ground: by foot, by horse-and-buggy, by locomotive, and eventually by automobile. Thanks to the dreams of Orville and Wilbur Wright, we now hop across oceans in a matter of hours. The imaginative brothers overcame ridicule and doubt to pioneer human flight, and the world has never been the same.

Many of us play small because we do not allow ourselves to dream. We trap ourselves in reality and never dare to go beyond what we can see with our eyes. Imagination lifts us beyond average by giving us a vision of life that surpasses what we are experiencing currently. Dreams infuse our spirit with energy and spur us on to greatness.



Dare to Dream

Nothing is as real as a dream. The world can change around you, but your dream will not. Responsibilities need not erase it. Duties need not obscure it. Because the dream is within you, no one can take it away.

-Tom Clancy

NEOPA Membership Form



NEBRASKA EDUCATIONAL OFFICE PROFESSIONALS ASSOCIATION

MEMBERSHIP FORM July 1, 2009 – June 30, 2010

Type of Membership:

☐ Renewal: member number: _____
☐ New: recruited by: _____

Classification: ☐ Active \$15.00

☐ Associate \$15.00

☐ Retired \$10.00

PERSONAL DATA

Name _____ PSP Level _____

Street Address _____

City _____ State _____ Zip Code _____

Home Telephone _____ Birthday (Month/Day) _____

E-mail Address _____

EMPLOYMENT DATA

Educational Institution _____

School/Department/Box# _____ Office Telephone _____

Street Address _____

City _____ State _____ Zip Code _____

Name of Supervisor and Telephone _____

LOCAL

☐ I am a member of a local association: _____

NATIONAL

☐ I am a member of the National Association of Educational Office Professionals (NAEOP)

I would like more information regarding:

☐ National association (NAEOP)

☐ Professional Standards Program (PSP) certification

STATE

I'm interested in working with the following NEOPA committee(s):

☐ Finance

☐ Field Service

☐ Awards

☐ Bylaws

☐ Nominating

☐ PSP

☐ NAEOP Liaison

☐ Newsletter

☐ Ways & Means

☐ Membership

☐ Publicity

☐ Scholarship

☐ Information Technology

☐ No preference, will help anywhere

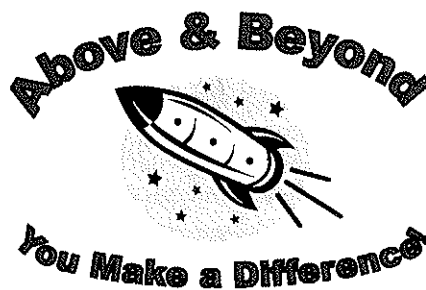
Make check payable to **NEOPA** and mail with membership form to:

NEOPA Membership Director

P.O. Box 83872

Lincoln, NE 68501-3872

Check Number _____



NAEOP Membership Form

Membership Form for the National Association of Educational Office Professionals

Membership Type:	<input type="checkbox"/>	Active - \$45	<input type="checkbox"/>	Retired - \$25	
<input type="checkbox"/>	Associate - \$45	<input type="checkbox"/>	Institutional - \$80	<input type="checkbox"/>	Corporate - \$55

Membership Application Continuous Membership (12 full months)

- ☐ New Membership ☐ Renewal Membership Membership Number:
☐ Magazine Annual Subscription - \$25 ☐ Magazine Annual Subscription (Retired) - \$10

-All fees must be paid in U.S. Dollars

-Outside of U.S. special postage and handling charges apply. Please add an additional \$15.

-Active membership fees include a one-year subscription to the associate magazine.

-Dues are not deductible as a charitable contribution for income tax purposes.

Membership Information:			
Job description:			
<input type="checkbox"/> Elementary <input type="checkbox"/> Middle School/Junior High <input type="checkbox"/> Secondary/High School			
<input type="checkbox"/> Higher Education <input type="checkbox"/> State Department <input type="checkbox"/> Administration			
<input type="checkbox"/> Career & Technical Education <input type="checkbox"/> Retired <input type="checkbox"/> Other:			
Name:			
Address:		City:	State: Zip:
Home phone:		Office phone	Ext.
Fax:		Email:	
Recruited by (Name):			
Method of Payment: <input type="checkbox"/> Check <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/>			
Cardholder's Name:			
Card Number:		Expiration Date:	
Signature:			

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See you soon at the

Piecing Together Your Professional Career

*Central Area Professional Development Day/
NEOPA 2010 Spring Conference*

April 23-24, 2010

*Holiday Inn Downtown
Lincoln, Nebraska*

